

**STATE OF IDAHO  
DIVISION OF BUILDING SAFETY  
PLUMBING BUREAU**

**INFORMATION FOR SPECIALTY LICENSE APPLICANTS**

THIS INFORMATION SHEET IS PREPARED TO ACQUAINT ALL APPLICANTS WITH THE REQUIREMENTS AND PROCEDURES NECESSARY TO SUCCESSFULLY FILE AN APPLICATION AND TAKE THE EXAMINATION TO OBTAIN THE CERTIFICATE OF COMPETENCY REQUIRED BY IDAHO LAW.

**APPRENTICE**

APPRENTICES ARE THOSE PERSONS LEARNING THE TRADE. AN INDIVIDUAL MUST ALSO BE NOT LESS THAN 16 YEARS OF AGE. ALL APPRENTICES MUST BE REGISTERED WITH THE BUREAU. THE REGISTRATION FEE IS \$5.00. IN ORDER TO MAINTAIN SPECIALTY APPRENTICE REGISTRATION, AN INDIVIDUAL MUST BE EMPLOYED BY A LICENSED PLUMBING CONTRACTOR OR SPECIALTY PLUMBING CONTRACTOR, UNDER THE SUPERVISION OF A JOURNEYMAN OR SPECIALTY JOURNEYMAN, AND WORK WITHIN THE APPROPRIATE SPECIALTY CATEGORY; BE ENROLLED IN OR HAVE COMPLETED AN APPROVED RELATED TRAINING COURSE AND ALSO MAINTAIN STATE REGISTRATION, YEARLY.

**JOURNEYMAN**

AN APPLICANT FOR A PLUMBING SPECIALTY JOURNEYMAN LICENSE MUST HAVE EIGHTEEN (18) MONTHS APPRENTICE ON-THE-JOB EXPERIENCE, SATISFACTORY COMPLETION OF APPROVED, RELATED TRAINING CLASSES AND SUCCESSFUL COMPLETION OF THE PLUMBING SPECIALTY JOURNEYMAN'S TEST.

EXPERIENCE GAINED BY AN INDIVIDUAL WHILE ENGAGED IN THE PRACTICE OF A PLUMBING SPECIALTY SHALL NOT BE CONSIDERED TOWARDS THE SATISFACTION OF THE MINIMUM EXPERIENCE REQUIREMENTS FOR LICENSING AS A JOURNEYMAN PLUMBER.

ALL QUALIFIED PLUMBING SPECIALTY JOURNEYMEN SHALL BE LICENSED AND BE IN THE EMPLOY OF A LICENSED PLUMBING CONTRACTOR OR SPECIALTY CONTRACTOR LIMITED TO THE SPECIALTY CATEGORY.

**SPECIALTY PLUMBING CONTRACTOR**

PLUMBING SPECIALTY CONTRACTORS MUST HAVE THIRTY (30) MONTHS MINIMUM JOURNEYMAN EXPERIENCE, SUCCESSFUL COMPLETION OF A SPECIALTY CONTRACTOR'S TEST AND A TWO THOUSAND DOLLAR (\$2,000) SURETY BOND **IN THE NAME OF THE INDIVIDUAL APPLICANT, NOT IN THE COMPANY NAME.**

**TEST INFORMATION**

APPLICATIONS AND A NON-REFUNDABLE \$22.50 APPLICATION FEE MUST BE RECEIVED BY THE PLUMBING BUREAU A MINIMUM OF FOUR (4) WEEKS PRIOR TO THE TEST DATE. APPLICATIONS WHICH ARE INCOMPLETE IN ANY DETAIL WILL BE RETURNED AS UNACCEPTABLE. A \$2,000.00 SURETY BOND MUST ALSO ACCOMPANY THE APPLICATION FOR SPECIALTY CONTRACTOR OR THE APPLICATION WILL BE UNACCEPTABLE. TESTS ARE GIVEN ONCE A MONTH IN POCA TELLO, BOISE AND COEUR D'ALENE. WALK-IN EXAMINATIONS ARE NOT AVAILABLE.

**STATE OF IDAHO  
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(208) 334-3442**

APPLICATION PROCEDURE FOR APPLIANCE PLUMBING OR WATER PUMP PLUMBING SPECIALTY LICENSE

1. QUALIFIED PLUMBERS, AS DEFINED IN IDAHO CODE SECTION 54-2611(A) AND (B), SHALL BE PERMITTED TO MAKE ALL INSTALLATIONS AS SUBSEQUENTLY DESCRIBED THEREIN WITHOUT SECURING AN ADDITIONAL LICENSE FOR SAID INSTALLATION.
2. EXPERIENCE GAINED BY AN INDIVIDUAL WHILE ENGAGED IN THE PRACTICE OF A SPECIALTY NAMED BELOW SHALL NOT BE CONSIDERED TOWARDS THE MINIMUM EXPERIENCE REQUIREMENTS FOR LICENSING AS A JOURNEYMAN PLUMBER.
3. THE EXPERIENCE REQUIREMENT FOR APPLIANCE AND WATER PUMP SPECIALTY JOURNEYMAN MUST BE EIGHTEEN (18) MONTHS APPRENTICE ON-THE-JOB EXPERIENCE.

THE EXPERIENCE REQUIREMENTS FOR APPLIANCE AND WATER PUMP SPECIALTY CONTRACTORS MUST BE THIRTY (30) MONTHS MINIMUM OF JOURNEYMAN EXPERIENCE.

4. THE APPLICATION FOR AN APPLIANCE OR WATER PUMP SPECIALTY PLUMBING LICENSE MUST BE PROPERLY COMPLETED, GIVING NAMES AND MAILING ADDRESSES OF EMPLOYERS, AND DATES OF EMPLOYMENT. THE APPLICATION MUST BE SIGNED AND NOTARIZED.

NOTE: **APPLIANCE SPECIALTY JOURNEYMAN** APPLICANTS MUST HAVE AT LEAST EIGHTEEN (18) MONTHS EXPERIENCE VERIFIED IN THE FORM OF SIGNED, NOTARIZED STATEMENTS FROM EMPLOYERS; GIVING THE DATES OF EMPLOYMENT AND TYPE OF WORK PERFORMED, AND SATISFACTORY COMPLETION OF SEVENTY-TWO (72) HOURS OF APPROVED RELATED TRAINING CLASSES.

**WATER PUMP SPECIALTY JOURNEYMAN** APPLICANTS MUST HAVE AT LEAST EIGHTEEN (18) MONTHS EXPERIENCE VERIFIED IN THE FORM OF SIGNED, NOTARIZED STATEMENTS FROM EMPLOYERS; GIVING THE DATES OF EMPLOYMENT AND TYPE OF WORK PERFORMED, AND SATISFACTORY COMPLETION OF TWELVE (12) HOURS OF APPROVED RELATED TRAINING CLASSES.

**APPLIANCE AND WATER PUMP SPECIALTY CONTRACTOR** APPLICANTS MUST HAVE AT LEAST THIRTY (30) MONTHS OF SPECIALTY JOURNEYMAN EXPERIENCE FROM THE SAME CATEGORY APPLIED FOR AND VERIFIED IN THE FORM OF NOTARIZED STATEMENTS FROM EMPLOYERS; GIVING THE DATES OF EMPLOYMENT, THE TYPE OF WORK PERFORMED AND/OR SPECIALTY.

**LICENSES PAID BY CASH, MONEY ORDER, OR CASHIER'S CHECK WILL BE MAILED IMMEDIATELY.**

**LICENSES PAID BY CHECK WILL BE HELD TWO (2) WEEKS.**

THE NON-REFUNDABLE APPLICATION FEES ARE \$22.50 EACH FOR APPLIANCE PLUMBING SPECIALTY/WATER PUMP PLUMBING SPECIALTY JOURNEYMAN AND CONTRACTOR APPLICATIONS. THE APPLIANCE PLUMBING/WATER PUMP PLUMBING SPECIALTY APPRENTICE REGISTRATION IS \$5.00 FOR EACH CLASSIFICATION. EXAMINATIONS FOR SPECIALTY APPRENTICES ARE NOT REQUIRED.

**PLEASE NOTE: A COPY OF YOUR CURRENT PICTURED IDENTIFICATION MUST ACCOMPANY THE APPLICATION.**

5. MAIL THE APPLICATION TO THE PLUMBING BUREAU, DIVISION OF BUILDING SAFETY, 1090 E. WATERTOWER ST., MERIDIAN, ID 83642. ALL APPLICATIONS MUST BE RECEIVED BY THE PLUMBING BUREAU AT LEAST FOUR (4) WEEKS PRIOR TO THE EXAMINATION DATE.
6. THE EXAMINATION CONSISTS OF WRITTEN QUESTIONS. WRITING TIME FOR THE EXAMINATION IS LIMITED TO TWO (2) HOURS. NO LICENSE SHALL BE ISSUED UNLESS THE APPLICANT RECEIVES A FINAL GRADE OF 75 PERCENT OR HIGHER. AN APPLICANT RECEIVING A GRADE OF LESS THAN 75 PERCENT MAY APPLY FOR REEXAMINATION UPON PAYMENT OF THE EXAMINATION FEE.
7. ALL APPROVED APPLICANTS WILL BE NOTIFIED OF THE LOCATION, TIME AND DATE OF THE EXAMINATION. THE TESTING INSTITUTE WILL REQUIRE AN EXAMINATION FEE.
8. APPLIANCE PLUMBING/WATER PUMP PLUMBING SPECIALTY LICENSES EXPIRE DECEMBER 31 OF EACH YEAR. THE INITIAL LICENSE FEE FOR EACH SPECIALTY PLUMBING LICENSE IS \$15.00 FOR EACH JOURNEYMAN, \$75.00 FOR EACH CONTRACTOR, AND \$5.00 REGISTRATION FEE FOR EACH APPRENTICE CLASSIFICATION. THE RENEWAL FEE FOR A SPECIALTY PLUMBING LICENSE IS \$7.50 FOR THE JOURNEYMAN, \$37.50 FOR THE CONTRACTOR, AND A \$5.00 REGISTRATION FEE FOR APPRENTICES.